



NURSE PRECEPTOR INCENTIVE GRANTS PROGRAM

Frequently Asked Questions (as of May 21, 2023)

This FAQ addresses questions related to the Nurse Preceptor Incentive Grants Program. The intent of the program is to increase compensation for nurses who provide student preceptor supervision in Vermont's Critical Access Hospitals and at other Vermont health care employers. Specific topics covered in the FAQ include:

- A. Application – Budget Form
- B. Application – Cover Sheet and Grant Application Questions
- C. Eligible Employers
- D. Eligible Employees
- E. Disbursing Premium Pay
- F. Reporting and Financial Management

A. Application – Budget Form

- 1. Question:** The Budget Form indicates that incentive pay for nurse preceptors should be budgeted based on nurse preceptor supervision provided over a 52-week period. We are starting a preceptor program later this year. How do we complete the form if our organization wants to use the grant to provide incentive pay for a shorter period of nurse preceptor supervision – say, 20 or 30 weeks?

Answer: It is perfectly acceptable to use grants funds to provide incentive pay for nurse supervision provided for a period shorter than 52 weeks. Please complete the “# Weeks” field (column E) accordingly for each nurse preceptor for whom incentive pay is requested. Please also note the shorter period in Question 8 on the Grant Application Questions form. You may also indicate that you are interested in receiving continued funding past June 30, 2024, if grant funding is available.

- 2. Question:** We would like to request nurse preceptor incentive pay for the entire possible grant period – i.e., July 1, 2023 – September 30, 2026. How do we do this, given that the Budget Form only covers a period of 52 weeks?

Answer: Please simply complete the Budget Form for the 52-week period from July 1, 2023 – June 30, 2024. If the available program funds exceed the funding requests from

all Eligible Employers for the period July 1, 2023 – June 30, 2024, then grant award decisions for the remaining grant period (July 1, 2024 – September 30, 2026) will be based on the amounts requested for the initial 52-week period (July 1, 2023 – June 30, 2024).

B. Application – Cover Sheet and Grant Application Questions

No questions at this time.

C. Eligible Employers

- 1. Question:** Are Primary Care Practices in Vermont eligible to apply?

Answer: Yes, Primary Care Practices in Vermont are eligible to apply because they are a type of health care employer.

D. Eligible Employees

- 1. Question:** Are nurses who provide supervision for students in a Vermont Nursing Assistant Education Program or a Vermont Advanced Practice Registered Nurse Education Program eligible to receive incentive pay?

Answer: Yes, nurses who provide supervision for students in a Vermont Nursing Assistance Education Program or a Vermont Advanced Practice Registered Nurse Education Program are eligible to receive incentive pay as long as they meet Eligible Employee criteria in Section 4 of the [Program Guidance](#) and the employer organization or nurse preceptor has a written agreement with the education program per Section 5 of the [Program Guidance](#).

- 2. Question:** Our organization offers preceptor supervision for new employees. Can we provide incentive pay from this grant to preceptor nurses working with our new nurse employees?

Answer: No, incentive pay from this grant can only be used to increase compensation for nurses who provide preceptor supervision to students.

- 3. Question:** Our organization has a relationship with a nursing program in a different state. Can we provide incentive pay to nurses providing preceptor supervision to students from out-of-state programs?

Answer: No, incentive pay from this grant can only be used to increase compensation for nurses who provide preceptor supervision to students who are enrolled in Vermont nursing schools.

E. Disbursing Incentive Pay

1. Question: Is incentive pay considered taxable income?

Answer: Yes, incentive pay is considered taxable income.

F. Reporting and Financial Management

No questions at this time.